



## CITIZENS ADVISORY COMMITTEE

June 25, 2008  
6:30 – 8:00 p.m.  
McCloskey Room

- I. Call to Order
- II. Approval of Minutes:
  - A. May 28, 2008
- III. Communications from the Chair
  - A. SR 45/46 Bypass Project
- IV. Reports from Officers and/or Committees
- V. Reports from the MPO Staff
  - A. Transportation Improvement Program FY 2009-2012
- VI. Old Business
  - A. Ball State Student Project (Community Based Projects)
  - B. Complete Streets Policy
- VII. New Business
- VIII. Communications from Committee Members (*non-agenda items*)
  - A. Topic Suggestions for future agendas
- IX. Upcoming Meetings
  - A. *CANCELLED* Technical Advisory Committee – June 27, 2008 at 1:30 p.m.
  - B. Technical Advisory Committee – August 22, 2008 at 1:30 p.m. (McCloskey Room)
  - C. Citizens Advisory Committee – August 27, 2008 at 6:30 p.m. (McCloskey Room)
  - D. Policy Committee – September 12, 2008 at 1:30 p.m. (McCloskey Room)

Adjournment

**Bloomington/Monroe County Metropolitan Planning Organization**  
Citizens Advisory Committee

**Citizens Advisory Committee Meeting Minutes**  
**May 28, 2008 McCloskey Conference Room 135, City Hall**

*Citizens Advisory Committee (CAC) Minutes are transcribed in a summarized outline manner.  
Audio recordings from the meeting are available in the Planning Department for full reference.*

**Attendance**

**Citizens Advisory Committee (Voting Members):** Chair Jack Baker (McDoel Gardens NA), Vice-Chair Patrick Murray (Prospect Hill NA), John Kehrberg (Citizen), David Walter (6<sup>th</sup> & Ritter NA), Jerry Stasny (Old Northeast NA), Buff Brown (Bloomington Transportation Options for People), Ted Miller (citizen), Steve Forrest (American), Brian Allen (Old Northeast NA), Brandon O'Leary (South Griffey NA), Elizabeth Cox-Ash (McDoel Gardens NA), and Sarah Ryterband (Prospect Hill NA).

**Others In Attendance (including Non-Voting CAC Members):** Eve Corrigan (Citizen), Scott Robinson (MPO staff), and Raymond Hess (MPO Staff).

**I. Call to Order (~6:33PM)**

**II. Approval of Minutes**

The minutes from the April 23, 2008 meeting were accepted by the CAC.

**III. Communications from the Chair**

Mr. Baker reported that the Policy Committee adopted the FY 2009-2010 Unified Planning Work Program and endorsed two Safe Routes to School applications.

**IV. Reports from the Officers and/or Committees**

There were no reports from officers or committees.

**V. Reports from the MPO Staff**

Mr. Hess presented the 3<sup>rd</sup> Quarter Progress Report. Mr. Hess also informed the CAC that the Policy Committee's approval of the Unified Planning Work Program included the CAC's recommendations to include public participation for the N. Campus Area Study as well as the 2<sup>nd</sup> Street Feasibility Study. Mr. Hess asked CAC members to notify him if they wish to receive a hard copy of the UPWP for their files and indicated that paper copies were available for review in the Indiana Room of the Monroe County Library.

**VII. New Business**

Mr. Baker entertained a motion to move New Business up in the agenda in the interest of time. Ms. Ryterband so moved. Ms. Cox-Ash seconded and the motion carried unanimously

**A. Transportation Improvement Program FY 2008-2011 Amendment**

Mr. Hess explained that Bloomington Transit has been awarded earmarks for the downtown transfer facility since 2006. These earmarks have been identified in previous TIPs but the current TIP has failed to rollover the funding to the current year. The Federal Transit Administration has suggested that this amendment be made. Ms.

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Ryterband motioned that the CAC recommend approval of the TIP amendment to the Policy Committee. Mr. Kehrberg seconded the motion and it passed unanimously.

**VI. Old Business**

**A. Transportation Improvement Program FY 2009-2012**

Mr. Hess reviewed a memo which detailed the changes from the last draft TIP to the one presented at the meeting. He also brought to the CAC's attention 13 written comments received during the public comment period. In addition to the changes identified in the memo, he explained the need to change Rural Transit's capital and operating expenses to be consistent with New Freedom and Job Access & Reverse Commute awards. Additionally, INDOT has indicated that its project details are incorrect and should reflect only those in the current FY 2008-2011 TIP. Ms. Ryterband and Mr. Kehrberg asked what effect this will have on INDOT's E 10<sup>th</sup> Street project and SR 45/46 Bypass project, respectively. Mr. Hess and Mr. Robinson replied that they have not been informed of any changes to the timeline or cost of these projects. Clarification was also provided on the description of the 17<sup>th</sup> Street (County and City), Tapp Road (City), North Campus Area Study, and Fullerton Pike (County) projects. Ms. Ryterband motioned to recommend approval of the TIP as presented inclusive of the changes to Rural Transit and INDOT projects. Mr. Kehrberg seconded and the motion carried unanimously.

**B. SR 45/46 Bypass Project**

Mr. Baker reviewed a letter addressed to Commissioner Browning which incorporated concerns voiced by the CAC about the Bypass project. Ms. Ryterband suggested that the letter include a provision that if INDOT agrees to delay the project than they acknowledge the specific concerns raised by the community. Mr. Forrest suggested that the second to last bullet point be reworded so that crosswalks contain safety 'refuge' islands. He withdrew the suggestion after further discussion. Ms. Ryterband motioned that the letter be forwarded to the Policy Committee for their endorsement and transmittal to INDOT. Mr. Walter seconded and the motion carried unanimously.

**C. Complete Streets Policy**

Mr. Robinson reviewed the latest draft of the Complete Streets Policy and explained that the highlighted areas represented new language added as a result of previous CAC discussion and draft national legislation. It was suggested by Mr. Brown that the provision that allows for an exemption to the policy when a suitable alternative exists be qualified so as to minimize the opportunity for exemptions. Mr. Baker re-emphasized a desire to develop general policy and not detailed design specifications. He also suggested that refuge islands, pedestrian scale lighting, bus shelters be considered as part of project design. Mr. Brown suggested the walkability factors identified by Dan Burden be listed as part of the policy for consideration. There was discussion among Committee members whether or not the Complete Streets Policy should prioritize alternative transportation over vehicular transportation. There was also discussion on the level of review afforded to the community to ensure that the intent of the Policy is being met. Mr. Robinson suggested that the CAC set some timelines for completing the policy and Mr. Baker agreed that this should be done at the next meeting.

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**Ball State University Student Project (not an agenda item)**

Mr. Baker wanted the CAC to consider different project ideas that could be submitted to Ball State for their consideration. Mr. Hess suggested that the CAC try to finalize ideas by the next meeting so that they can be considered by the University for the Fall semester. Mr. Baker encouraged the Committee to send project suggestions to his attention.

**VIII. Communications from Committee Members**

Mr. Brown announced that BTOP's next urban scholar series presentation on transportation will be held on June 14<sup>th</sup> from 9am to 11am in Council Chambers.

**VI. Upcoming Meetings**

- A. Policy Committee – May 9, 2008 at 1:30 p.m. (McCloskey Room)
- B. Technical Advisory Committees – May 23, 2008 at 1:30 p.m. (McCloskey Room)
- C. Citizens Advisory Committee – May 28, 2008 at 6:30 p.m. (McCloskey Room)

**Adjournment (~8:15 PM)**

*These minutes were \_\_\_\_\_ by the CAC at their regular meeting held on June 25, 2008.  
(SR 6/25/2008)*

**From:** [Forrest, Steve](#)  
**To:** [Robinson, Scott;](#)  
**CC:**  
**Subject:** New Business for this month"s MPO-CAC mtg.  
**Date:** Monday, June 16, 2008 9:21:49 PM  
**Attachments:**

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Scott,

Here's a New Business agenda item for the June CAC meeting:

In my essay on Complete Streets I noted that the Vision Statement in the LRTP supported my interpretation of what a complete streets policy should entail.

At the last meeting, Buff Brown suggested that all transportation projects should be evaluated in terms of the vision statement. I believe he also suggested some kind of scoring or rating system to evaluate individual projects. I agree that this is important. It might take considerable effort to devise a scoring system, but would be worthwhile if it gave us some reasonably objective rating to prioritize projects, or to reject projects that do not score high enough.

WHEREAS, the Long Range Transportation Plan is the MPO's most comprehensive and far-reaching policy document; and

WHEREAS, the Vision Statement describes the "future transportation goals and objectives" for the BMC/MPO;

THEREFORE, let us resolve to devise a rating system to ensure that the individual projects that we are presented with are in conformity with our long range vision.

At a previous meeting I referred to the "institutional inertia" of large bureaucracies (such as INDOT). In such bureaucracies there is a tendency to proceed with business-as-usual, even when there is a desire and a need for a new way of doing things. In order for our work to be effective in pursuing \_our\_ goals, it is necessary that we

review proposals in the light of our own stated goals. If we don't, then we will end up approving projects which are contrary to our goals; and if we act against our stated goals, then we might as well not exist as an organization.

-Steve Forrest, CAC member  
submitted 6-16-08

BMCMPPO Draft Complete Streets Policy  
*Working Outline: April 25, 2008(version 2)*

WHEREAS, it is the intent of the Bloomington Monroe County Metropolitan Planning Organization (BMCMPPO) to be compliant with the (potential Federal legislation) Complete Streets Act of 2008; and

WHEREAS, the BMCMPPO has prioritized development of a truly multi-modal system in the Vision Statement of the currently adopted Long Range Transportation Plan; and

WHEREAS, the BMCMPPO's Transportation Improvement Program (TIP) identifies implementation of capital improvements in the urbanized area; and

WHEREAS, the civic guidance of the Citizens Advisory Committee and the technical expertise of the Technical Advisory Committee can ensure that investment in transportation infrastructure is addressing the needs of all users of a corridor;

NOW, THEREFORE, BE IT RESOLVED THAT THE POLICY COMMITTEE OF THE BLOOMINGTON MONROE COUNTY METROPOLITAN PLANNING ORGANIZATION HEREBY ADOPTS THIS COMPLETE STREETS POLICY HEREIN CONTAINED, ON THIS DATE XX, XX, 2008.

**Introduction**

The Complete Streets concept is an international initiative to design and build roads that adequately accommodate all users of a corridor, including motor vehicles, pedestrians, bicyclists, users of mass transit, people with disabilities, and adjacent land users. These concepts can be adapted to fit local community needs and used as a policy to direct future transportation planning. A policy using Complete Streets concepts will incorporate community values and qualities including environment, scenic, aesthetic, historic and natural resources, as well as safety and mobility. With few exceptions, it demands careful multi-modal evaluation for all transportation corridors together with the integration of best management strategies in land use and transportation planning that supports compact sustainable development.

In a policy statement titled Accommodating Bicycle and Pedestrian Travel: A Recommended Approach, The US Department of Transportation says it "hopes that public agencies, professional associations, advocacy groups, and others adopt this approach as a way of committing themselves to integrating bicycling and walking into the transportation mainstream".

This Policy is written to empower and direct citizens together with planners, consultants, engineers, and architects to utilize an interdisciplinary approach and incorporate complete streets concepts into the design and construction of all transportation projects within the Bloomington and Monroe County MPO.

**Section I: Purpose**

The Bloomington/Monroe County Metropolitan Organization (BMCMPPO) will require the planning for, design and construction of all transportation improvement projects under the principle of inclusion. This principle dictates that appropriate accommodation for pedestrians, bicyclists, transit riders, persons of all abilities and ages, motorists, and freight providers will be considered so that all modes of transportation can function safely and independently in current and future conditions as anticipated by the Long Range Transportation Plan (LRTP) or any other relevant long range planning documents.

The principle of inclusion also recognizes that non-vehicular modes of transportation have been historically underserved in the provision of safe, efficient, and convenient infrastructure and dictates that such practices be reversed so that all modes receive equal consideration in development of transportation infrastructure.

The principle of inclusion establishes the necessary framework to implement a complete streets policy into the transportation planning process. This policy will ensure that the entire right-of-way is designed and operated to enable safe access for all users and that all transportation agencies participating in the BMCMPPO adhere to implementing the principles of inclusion in all transportation projects appropriate to the local context and needs.

The Complete Streets Policy aims to:

- Ensure that the safety and convenience of all users of the transportation system shall be accommodated (Fed Draft Legislation)
- Apply such policy to the projects contained in the Transportation Improvement Program (Fed Draft Legislation)
- Incorporate the principals in this policy into all aspects of the transportation project development process, including project identification, scoping procedures and design approvals, as well as design manuals and performance measures (Fed Draft Legislation)
- Construct transportation corridors that serve all users including pedestrians, bicyclists, transit users, and travelers of all ages and abilities;
- Create a comprehensive, integrated, and connected transportation network
- Ensure the use of the latest and best design standards;
- Recognize the need for flexibility to accommodate different types of streets (including but not limited to rural, urban, suburban, arterials, collectors, neighborhood connecting, cueing or skinny, naked) and users;
- Direct the complete street design solutions to fit in with the context of the community.

## Section II: Policy

All capital roadway improvement projects and future projects which are programmed to use federal funding as identified in the Transportation Improvement Program (TIP) shall apply a Complete Streets Framework, as detailed in Section I above, for aspects related to

the planning, design, and construction of these improvement projects. Furthermore, the policy requires (Fed Draft Legislation):

- All users of the transportation system will include pedestrians (including individuals of all ages, and individuals with disabilities (including mobility, sensory, neurological or hidden disabilities)), bicyclists, transit vehicles and users, and motorists.
- Applies to both new construction and reconstruction (including resurfacing, restoring, and rehabilitation (3R) projects) improvement projects. Simple improvements, such as re-striping for bicycle and pedestrian accommodation, may be encouraged in pavement resurfacing projects when they fall within the overall scope of the original roadwork.
- Accommodations shall be made for all users in all construction and improvement projects unless the BMCMPPO Policy Committee approves any specified exceptions from implementing the policy statement, including documentation with supporting data that indicates the basis for the exemption (see exemption section below).
- The use of current design standards, including those standards applying to access for individuals with disabilities.
- Complete street solutions be developed to fit in with the context of the community and that those solutions be flexible.
- A description of the performance standards with measurable outcomes that will be developed.
- The BMCMPPO certify each road project included in the Transportation Improvement Plan (TIP) has been reviewed for its compliance with any applicable Complete Streets Policy statement and that each project within the TIP enhances the safety, convenience, and accessibility of the transportation system for all users to the extent that is reasonably possible and that the project applicant (implementer) addressed concerns in the material prepared for public input with respect to the TIP.

The complete streets process is as follows:

Project Planning: develop a planning process for all/new and/or other transportation related projects to identify current and future needs.

- One example developed a multi-modal corridor map to identify high priority corridors to implement complete streets
- Other examples include all streets

Project Design: develop a design review process to ensure the project is compliant with this complete street policy (most guidance suggests not to develop specific design standards – but may want to consider important design elements to consider such as street trees, public areas, grass plots, buffers, etc.). This process would include review by various transportation providers and BMCMPPO partners which is to occur at the beginning and throughout the project design process (develop a list)

Project Implementation/Approval: Applicable projects listed in the TIP (may need a grandfather clause for projects that have completed design) must be complete street compliant as specified by this policy. Adoption of the TIP is a required action of the Policy Committee. The Policy Committee shall certify by resolution that relevant projects identified in the TIP are complete street compliant unless a project receives an exemption under unusual and extraordinary circumstances. All project phases and associated components of projects shall be compliant.

Complete Street Exemption: The complete streets policy requires that the BMCMPPO Policy Committee certify through resolution that justification exists if all modes of transportation are NOT accommodated for a specified project as identified in the TIP. Therefore, the Policy Committee may allow an exemption under unusual and extraordinary circumstances using the following guidelines:

- Ordinary maintenance activities designed to keep assets in serviceable condition (e.g. mowing, cleaning, sweeping, spot repair, and regular/seasonal maintenance)
- The project involved a roadway on which bicyclists and pedestrians are prohibited by law from using. In such case, a greater effort shall be made to accommodate bicyclists and pedestrians elsewhere.
- There are extreme topographic or natural resource constraints
- The LRTP (25 year projection) Average Daily Traffic is projected to be less than 1000 (more/less) vehicles per day
- When other available means or factors indicate an absence of need presently and in the 25 year horizon
- The project is not identified as a priority multimodal corridor (would need to develop a map for this option)
- A reasonable and equivalent alternative is programmed in the TIP as a separate project.

### **Section III: Implementation**

Staff Training – develop a technical training program for local transportation providers, BMCMPPO staff, and BMCMPPO partners

Benchmarks and Performance Measures – develop key benchmarks to attain in the short, medium, and long-term. Develop annual/other performance measures (e.g. training sessions, design guidelines, other). Look to base performance measures on LRTP vision statement.

Data Collection – develop tools to measure and track how well streets are serving all uses (e.g. pedestrian LOS, crash report, and other tools)